



Fw: TASC  
Clancy Tenley to: Dana Barton

09/16/2009 08:58 AM

This looks accurate to me. Are you ok with using it as the basis for a path forward? The only correction I would make is that we don't expect complete consensus on the scope of work, but do expect the TASC contractor to report back to us with a list of objectives and where there is consensus, and where there is not. Then we can use that to determine if there are tasks that could benefit communities, and an appropriate level of resources for the effort. This would be a decision point before any work is implemented.

Let me know, and I'll get back to Mike.

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Date: 09/15/2009 02:37 PM  
Subject: Fw: TASC

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Date: 07/23/2009 01:01 PM  
Subject: TASC

Had a good meeting with great leadership from Elizabeth on TASC and SSFL. Other Attendees: Clancy, myself, Craig, Nicole, Dave Cooper, and Luis. Lots of discussion. Agreed we need to ask the community to reach consensus and work together and to identify issues for TASC support. Turns out TASC can assist with this kind of initial set of meetings to help the groups come together and build a consensus and form a TASC committee that works together and submits requests to TASC for assistance. This would be the next TASC meeting Luis would set up. First CI will offer such a meeting to the various interested groups and do so by phone call initially. We decided that the next steps will be for CI folks to write up this overall plan of action which will include most importantly - CI staff commitment that they assume complete responsibility for TASC program. It will be separate from our CI work on SSFL and Craig and other RPMs will not be involved in it. A fact sheet will be put together explaining all and provided to community if we decide to go this route.

After CI writes this action plan up they will share it with the group that met today as well as you and we will then brief KT.

ground rule  
a. with next delay  
rad survey

CIC

- a. EPA helps establish a "TASC Forum" with a mission to provide open and equal access to technical assistance services to anyone who has site-related technical questions.
  - b. Priorities for technical assistance will initially be based upon the deadlines of deliverables and/or further agreements that equitably allocate contractor time and resources to address technical assistance needs.
  - c. Forum participants will develop a dynamic scope of work generated by open forum and modified over time based on the same open meeting process.
  - d. There are no requirements that participants be a part of a specific group.
  - e. All contractor outputs would be available to all interested parties.
  - f. EPA RPMs will have a minimal role in the TASC Forum and will not be required to attend any of the public meetings, although they may choose to do so at their discretion.
  - g. General coordination of TASC will be performed by Luis Garcia-Bakarich (TASC Contract Manager).
  - h. Community Involvement and TASC follow-up, where appropriate, will be performed by David Cooper (Community Involvement Coordinator).
  - i. As with EPA's rad studies, the TASC Forum will strive for transparency.
2. Consensus: Consensus with the Scope of Work is defined as each participant agreeing that anyone can contribute any idea to the Scope of Work without prejudice. Participants may request more technical support than TASC's initial resources can provide or include subjects that are not site-related, which will be addressed through the facilitated SOW development process. *who facilitates?*
3. Facilitation: EPA and TASC would facilitate the initial meetings and when appropriate the EPA will surrender the process to ongoing TASC facilitation.
4. Conflict Resolution: Although there is conflict between groups, TASC would only become involved in those conflicts that pertain to the operation of the workgroup or prioritization of topics. ?
5. Cessation and Close-out
- a. Mutual workgroup agreement *on what?*
  - b. TASC contractor's determination of inefficacy - *or EPA?*
  - c. Competing Regional Priorities / Budgetary Limitations

Eligibility: 1. TASC to facilitate; anyone can come.

2. See if groups can agree on a series of objectives.  
*form*

Objective is for TASC contractor to offer a facilitated forum, to see if ~~facilitated~~ groups can agree on a series of objectives ~~services are needed~~, and if so, develop a scope of work. Implementation of SOW subject to resources, feasibility, & degree of community support.

## EPA's Communications and Initiation

1. Communications Strategy: *Check w/State 1st before proceeding.*
  - a. Contact the federal, state and local elected officials via conference call to share EPA's plan to proceed ~~etc~~
  - b. Contact the federal, state and local agencies similarly
  - c. Contact interested parties with the news that TASC will be made available
  - d. Fact sheet distribution
  - e. Maintenance of workgroup information/agenda on US EPA SSFL website
2. Initiation of TASC Workgroup
  - a. Fact sheet announcing kick-off meeting (verify mailing list to include those who attended TASC informational meeting)
  - b. Kick-off meeting facilitated by EPA and TASC to generate meeting process / scope of work:
    - i. Ground rules
    - ii. Internal communication protocols
    - iii. Priorities
    - iv. Meeting schedule/frequency
    - v. Additional outreach needs
    - vi. Scope of Work
    - vii. Maintain TASC Workgroup information/agenda to the US EPA SSFL website.
3. Messages:
  - a. TASC is a national program that provides the services of an independent, professional, technical advisor to answer site-related questions.
  - b. TASC is non-advocacy and only professional opinions are expressed.
  - c. The TASC process outcomes or deliverables are for the community – TASC does not provide comments or recommendations directly to agencies.
  - d. The TASC process is independent of any regulatory process.
  - e. Regulators may review TASC deliverables at their discretion; however they are not obliged to abide by them.
  - f. Multiple segments of the SSFL community have requested TASC services.
  - g. The EPA through the TASC contractors will establish a neutral and open forum where the members of the community can engage with TASC services.
  - h. All correspondence regarding TASC should be directed to work assignment manager (Luis Garcia-Bakarich) or CIC (David Cooper).